Improvement and Grading Plan Pre-Review Meeting Request Form

The Pre-Review Meeting (Pre-Rev) is intended to review the application package with the Engineer-of-Work. The Pre-Rev is available to facilitate or assist with submittal of plans for DPW review. Contact DPW Counter Services (858-694-2055) for assistance in completing this application and to schedule an application submittal appointment. The Pre-Rev is intended to identify and resolve issues that may affect processing of improvement and/or grading plans.

Enginee	er-of-\	Nork		Phone		
Mailing A	Addre	ess	City	State	Zip	
Fax Nun	nber		_ E-mail Address			
Project I	Numb	oer		Date Project App	roved	
Property	/ Ass	essor Parcel Number(s) _				
Property	/ Add	ress/Location				
REQUIF	RED (COUNTY REPRESENTAT	IVES OR SPECIALIST	<u>'S</u>		
		oe held between the DPW ed by the Engineer-of-Worl		e Engineer-of-Work. The D)PW Project Mana	ager may attend
Yes	No	Issue		Position	1	Hourly Rate
		Plan Processing Staff DPW Project Manger		DPW Plan Pro DPW Project N		\$144 \$166
PAYME	ENT	FOR PRE-REVIEW ME	ETING			
An addit made pa accepte	ayabl	I deposit \$500 will be add le to the "County of San	led to the initial deposi Diego." Two party ch	t to cover costs of the pre- lecks are not acceptable.	submittal meetir Visa and Maste	ng. Checks are erCard are also
MEETII	NG F	PURPOSE/PROJECT D	<u>ESCRIPTION</u>			
		ourpose of your Pre-Rev ronal pages, if necessary.	equest and list specific	questions you would like	answered or add	ressed. Please

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MEETING REQUEST SUBMITTAL

Please return this form with the permit application package to: DPW Land Development, Customer Services Counter, Attn: Lary Lyle, Department of Public Works, 5201 Ruffin Road Suite D, San Diego, California 92123-1666 or by fax to (858) 279-7020.

Pre-Review Meeting will generally take place within 2 weeks from receipt of this form and application. The DPW Plan Processor to whom the project is located or received will contact the Engineer-of-Work within five (5) working days of receipt of this form to schedule the meeting. The plan review process will not begin until after the conclusion of the meeting.

FINANCIALLY RESPONSIBLE PARTY

I, the undersigned, as financially responsible person for the Conceptual Design Pre-application meeting, understand that I must bring a blank check payable to "COUNTY OF SAN DIEGO," Visa, or Mastercard to the scheduled meeting because all charges are due and payable at the conclusion of the meeting. I understand that if I arrive for a meeting without means to pay, the meeting will be rescheduled and will be responsible for any cost incurred by County Staff.

Name (if different from Requestor) _		
Mailing Address		
Phone Number	E-mail Address	
Date	Signature (Required)	
FOR STAFF USE ONLY		
KIVA Pre-App #	Date of appointment	Time
DPW Staff	DPW Project Manager	